Federal City Performing Arts Association
Board of Directors
Meeting Minutes

A regular meeting of the 2002-2003 Board of Directors
2801 M Street, NW, Washington, DC
Wednesday, April 16, 2003

Present

Board: Streit, McGee, Cole, Cohen, Reiffer, Baker, Herman, Benton, Lewis (by phone), Ohnmacht, Brayton

Absent: Mahaffy

Proxy: None

Staff: Bielenberg, Buhrman

Absent: Hammett

Guest: None

Call to Order
1) Chairman Streit called the meeting to order at 7:00 PM.

Approval of Minutes
Cole moved that the Minutes of the Regular Board of Directors Meeting of March 5, 2003 be accepted as distributed. McGee seconded and motion was carried.

Treasurer's Report (Lewis)

The March report was distributed by Bielenberg. Lewis participated in the discussion by phone. Lewis stated that it is possible that we will end the year with a deficit in the $20,000 - $25,000 range. While expenses are below projections, income is down. The Board agreed that there are two major events remaining during the season, which if successful, can help the Organization avoid an end-of-year deficit: the auction and the Pride concert. It was agreed that we would inform Chorus members of the importance of ensuring the success of these two programs. We will also emphasize that we are not the only non-profit organization feeling the impact of the economic downturn and other factors, and in fact, compared to many other organizations, we are doing very well.

Brayton moved that the financial report be accepted as distributed. Cole seconded and the motion carried.

Lewis then presented the issue of the change in the fiscal year. The current Association fiscal year runs from July 1 - June 30. Given the fact that at least one major event occurs in June, it is desirable, and supported by our Auditors, to change the fiscal year to September 1 - August 31. We are not allowed to have a fourteen month fiscal year,

so it is recommended that: 1) we change the fiscal year to September - August beginning this September; and 2) we adopt a mini-fiscal year (FY'03A) to cover the period from July 1, 2003 - August 31, 2003.

Benton moved that FCPAA approve a change in the FCPAA fiscal year from July 1 - August 31 to September 1 - August 31 effective this calendar year. McGee seconded, and the motion passed unanimously.

Benton moved to approve a FY2003A fiscal period covering July 1, 2003 - August 31, 2003. McGee seconded and the motion passed unanimously.

Discussion then focused on key budget issues for FY'04. Among these: technology, space and consideration of employing a Development Manager. The Board felt that further consideration of the FY'04 budget needed to be postponed pending more specific information.

Executive Director's Report (Bielenberg)

Auction: Michael Armentrout, Dan Hann and the Auction committee are actively working to ensure a success.

Corporate sponsorship has been difficult to obtain. Bielenberg is hopeful that a few will come through, but we will still fall short of budget projections. Bielenberg will begin soon to solicit sponsors for the 2003-2004 concert season.

Application has been made to participate in the 2003 Campain for the United Way/CFC.

Capital Club is doing very well, and hopefully its success will make up for a portion of the sponsorship shortfall.

Streit's efforts to obtain underwriters for instrumentalists for *Love is All You Need* was a success, and Bielenberg thanked Streit for this.

Revenue from ticket sales remains below budget: season subscriptions are down; revenue from *Love is All You Need* will be behind projections; and although the Rock Creek Singers concert did well, it did not meet budget projections.

Technology Committee has been meeting and gathering information. Reiffer will present more information.

The Nominating and Board Development Committee is in the process of meeting with potential candidates for FCPAA Board membership. Ohnmacht will report further.

We received a Distinguished Service Award from the Gay and Lesbian Activist Alliance. A number of GMCW members and friends attended the ceremony.

Bielenberg established a Workplace Retirement/403(b) plan for FCPAA employees.

Search continues for new office space which will provide more room than is currently available at our office.

Bielenberg listed his activities for the past several months in networking and community outreach.

Music Division Report (Buhrman)

Our efforts continue in the area of youth outreach.

We had a visible presence at Youth Pride Day.

Buhrman reported a committee meeting to draft a policy statement for adult interaction with youth; and to draft a permission form for youth who would like to sing in June.

Buhrman has met with and provided information on the June concert to a number of organizations involved with youth.

The Educators Workshop will take place on April 29. Thus far, forty educators have registered. Buhrman will distribute information on the June concert.

The June concert will feature GMCW, GLASS (Gay, Lesbian and Supportive Singers), the Midtown Academy Chorus from Baltimore, Tomie dePaola as narrator for Oliver Button is a Sissy, and an eight piece orchestra for Oliver Button.

Buhrman is in the process of finalizing dates, venues and personnel for the 2003-2004 concert season.

The holiday concert will feature new commissions by Paul Leavitt and Dan Meyer.

Nominating and Board Governance Committee

Ohnmacht reported that there are twelve active candidates under consideration for the Board, and he expects to present a slate of between six and eight candidates. He thanked McGee for setting up a meeting with David Catania. The Nominating and Board Governance Committee will come to the Board with candidates for Vice Chair and Treasurer.

President's Report (Reiffer)

The Rock Creek Singers concert was a success and a wonderful salute to Teddy Guerrant's 20th anniversary with GMCW.

We were warmly welcomed at Youth Pride.

The Technology Task Force is doing well. It is looking at realy solutions.

The Chorus is doing fine, despite lots of grief this season. Rick Johnson is doing very well after his jaw surgery.

Capital Club Report (Baker)

Sponsorships for the Auction are still short of last year (39 last year; 28 this year). However, there has been much activity this week, and we are hopeful that we will get at least to last year's level.

Capital Club income is $5,000 over budget excluding Board contribution. Expenses have been kept as low as possible, but as of now are $800 over budget.

Marketing Report (Mahaffey)

Mahaffey was unable to be here tonight. Streit reported that Mahaffey will coordinate a dinner next Tuesday. The Marketing Committee's major thrust will be the June concert.

Chairman's Report (Streit)

Streit indicated that he sat here at this time last year, and was intent on not letting us end the year in a deficit situation. He is optimistic that we will be fine financially this year, and that the Board will ensure the success of the Auction.

There was a brief discussion on our budget strategy and whether we should budget a reserve. This will be considered.

Adjournment

Cole moved that the meeting be adjourned. McGee seconded. The motion was carried.

Respectfully Submitted,

Steven J. Herman, Secretary
June 16, 2003